

# Risk Evaluation Checklist for Contracts

## 1. Contract Parties

- Have all parties been clearly identified and verified?
- Do all signatories have legal authority to bind the parties?

## 2. Scope and Deliverables

- Is the contract scope clearly defined?
- Are all deliverables and milestones specified?

## 3. Payment Terms

- Are payment terms, schedules, and amounts specified?
- Is the currency and method of payment clear?

## 4. Liability and Indemnity

- Are liability limitations and indemnity obligations addressed?
- Is adequate insurance required where applicable?

## 5. Confidentiality and Data Protection

- Are confidentiality and data protection clauses included?

## 6. Termination and Dispute Resolution

- Are termination rights and notice periods specified?
- Is the process for dispute resolution set forth?

## 7. Compliance

- Does the contract comply with all relevant laws and regulations?

## Additional Comments